

**DETERMINATION AND FINDINGS**  
**FOR**  
**SINGLE AVAILABLE SOURCE**

**Agency:** Child and Family Services Agency  
**Caption:** Unaccompanied Refugee Minor Program  
**Contractor:** Lutheran Social Services of the National Capital Area  
**Contract Number:** DCRL-2022-C-0066  
**Expiration:** 06/19/2022 through 06/18/2023

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701

**2. MINIMUM NEED:**

The District of Columbia, Child and Family Services Agency has a continued need of this contractor to provide residential, foster and social care services to unaccompanied refugee minors in foster care, and congregate care programs group home or semi-independent living programs throughout the Washington Metropolitan area. The Contractor shall provide these services for up to 30 unaccompanied refugee minor youths. the proposed contract will be for a period of year from date of award with up to two one-year option period.

**3. ESTIMATED REASONABLE PRICE:**

\$1,920,977.60

**4. FACT WHICH JUSTIFY SOLE SOURCE PROCUREMENT**

The District of Columbia Child and Family Services Agency (“CFSA”) intends to enter into an MOU with the District of Columbia’s Department of Human Services (“DHS”) for participation in the refugee minor program. CFSA and DHS have been working in partnership to create a viable system for wraparound services that will be able to meet the unique needs of children and families served by the refugee minors within the child welfare system and work collaboratively with DHS, and other providers to meet the needs of the children.

Therefore, it is in the best interest of the District to procure, via sole source, the proposed services from Lutheran Social Services of the National Capital Area. The Child and Family Services Agency proposes awarding a sole source contract to the above-referenced vendor.

Additionally, the Contractor referenced above is the only vendor who can meet the District’s minimum need without disruption at this time. Second, this provider can ensure the placement of unaccompanied refugee minor youths identified and referred by the United States Citizenship and Immigration Services (USCIS) to CFSA, as well as

those youths identified as unaccompanied by CFSA and approved placement by the Federal Office of Refugee Resettlement. Lutheran Social Services of the National Capital Area has a well-known success rate in providing unaccompanied refugee minor services to youths to maintain themselves independently in the community.

Finally, the contractor has an extensive experience in servicing the target population, which consists of children in the child welfare system.

Failure to do so would negatively impact the District's ability to deliver critical government services to this population.

**5. CERTIFICATION BY AGENCY HEAD:**

I hereby certify that the above findings are true, correct and complete.

\_\_\_\_\_  
Robert L Matthews  
Director, CFSA

\_\_\_\_\_  
Date

**6. CERTIFICATION BY CONTRACTING OFFICER:**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

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Tara Sigamoni  
Agency Chief Contracting Officer

\_\_\_\_\_  
Date